



## CONCESSION MONTHLY REPORT OF GROSS RECEIPTS

For Month of \_\_\_\_\_ Year \_\_\_\_\_ Concession Location \_\_\_\_\_

Total Sales from Refreshments: \$ \_\_\_\_\_.

Total Sales from Rentals, Merchandise, or Misc. Items: \$ \_\_\_\_\_.

Total Gross Receipts (Should equal **Total of Daily Gross Receipts** Listed Below): \$ \_\_\_\_\_ 'A'

Deduct Sales Tax Only from above amount 'A': \$ \_\_\_\_\_ 'B'

**Adjusted Gross Receipts TOTAL ('A' – 'B'):** \$ \_\_\_\_\_ 'C'

Amount due Park Department at \_\_\_\_\_% of Adj. Gross Receipts ('C'): \$ \_\_\_\_\_ 'D'

State Leasehold Excise Tax (12.84% on above percentage 'D'): \$ \_\_\_\_\_ 'E'

**TOTAL REMITTED ('D' + 'E') to Parks:** \$ \_\_\_\_\_ 'F'

**Mail total Payment ('F') to:** Seattle Parks and Recreation, Attn: Rita Hollomon  
800 Maynard Ave S. Suite 300, Seattle, WA 98134-1334

### Year to Date Accounting Detail:

Year to Date Gross Receipts (Add 'C' amounts for each month): \$ \_\_\_\_\_.

Year to Date Amount Paid to Park Dept. (Add 'D' amounts for each month): \$ \_\_\_\_\_.

I, the undersigned, do hereby certify, under penalty of perjury, that the above gross sales statement is true and correct.

Signed: \_\_\_\_\_ Company \_\_\_\_\_ Date: \_\_\_\_\_

Date Received by Department: \_\_\_\_\_ Checked & Approved By: \_\_\_\_\_

Day of Month	Time Opened & Closed	Hours Opened	Daily Gross Receipts	Day of Month	Time Opened & Closed	Hours Opened	Daily Gross Receipts
1				17			
2				18			
3				19			
4				20			
5				21			
6				22			
7				23			
8				24			
9				25			
10				26			
11				27			
12				28			
13				29			
14				30			
15				31			
16						<b>TOTAL:</b>	<b>'A'</b>